

Policy 7.01 Plan – Region 6

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each year.

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1
<i>Introduction letter to all tribes</i>	Introduction letter with brochures sent to tribal Chairs, with cc: to Social Services Directors	Information about DDD services and supports will be available to all tribal members.	DDD QA Manager to disseminate information the months of January, May, August and December.	In January 2009, the DDD QA Mgr. sent letter and informational packets to all the Tribes in Region 6 as well as the Region 6 IPSS contacts. Packets included DDD supports and services, waiver services, available trainings, and a current phone registry for Region 6 DDD staff. An example is attached for reference.
<p><i>Enhance and maintain communication between tribes and region:</i></p> <ul style="list-style-type: none"> • Ensure that Region 6 Tribes are aware of relevant DDD trainings • Enhance and maintain communication between tribes and region 	<ul style="list-style-type: none"> • Send information/mailings regarding DDD trainings • DDD to attend and participate with local tribe's health fairs 	<ul style="list-style-type: none"> • Increase opportunities for Tribal members to attend relevant DDD trainings • Increase information sharing between tribe and region 	<ul style="list-style-type: none"> • DDD QA Manager to disseminate information the months of January, May, August and December • DDD will participate at Tribal Health Fairs. 	<ul style="list-style-type: none"> • In January 2009 the DDD QA Mgr. sent letter and informational packets to all the Tribes in Region 6 as well as the Region 6 IPSS contacts. Packets included available DDD trainings and contact/registration information. An example of the letter and packets are attached for reference. • In January 2009 the DDD QA Mgr. met with one of the Region 6 IPSS contacts (Trudy Marcellay) and gained valuable insight and information as to how to improve communication efforts with DDD and Region 6 Tribes. *See 7.01 Plan for 7-1-07 to 6-30-08 for detailed updates (attached) • Additionally, DDD QA Mgr. will provide Region 6 Tribes that have newsletters with quarterly updates of DDD services and information. Updates will be provided in the months of March, June, September and

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<ul style="list-style-type: none"> Improve access to DDD services and increase communication between Region 6 Tribes and DDD Tribal liaisons 	<ul style="list-style-type: none"> Quarterly meetings between DDD QA Manager and Region 6 IPSS contacts. A minimum of annual meetings with DDD Tribal liaisons and Region 6 Tribes 	<ul style="list-style-type: none"> Increased/improved strategies to identify needs of Region 6 Tribal communities and assess if DDD programs are meeting these needs 	<ul style="list-style-type: none"> DDD QA Manager to meet with IPSS contacts in January, May, August and December. DDD Tribal Liaisons to meet with their identified tribes (See list of DDD Tribal liaisons) DDD Tribal liaisons will attempt to attend the annual Health Fairs for Region 6 Tribes. 	<p>December. Likewise, DDD QA Mgr. will request that DDD be added to the Region 6 Tribal Newsletters mailing list(s).</p> <ul style="list-style-type: none"> In March 2009 the QA Mgr. will provide all DDD field service offices with a 7.01 manual that will include policy information, tribal contacts, newsletter contacts, and the 7.01 plan to be implemented. DDD Outstation Managers/Tribal Liaisons will contact tribes and facilitate annual meetings to discuss DDD services. DDD Outstation Managers/Tribal Liaisons will attend the annual tribal health fairs.
<i>Attendance at regional LICWAC meetings:</i>				

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<ul style="list-style-type: none"> Attendance at regional LICWAC meetings. 	<ul style="list-style-type: none"> DDD liaison to attend LICWAC meetings 	<ul style="list-style-type: none"> DDD will be represented at LICWAC meetings. 	<ul style="list-style-type: none"> Appropriate DDD liaison will attend LICWAC meeting. 	<ul style="list-style-type: none"> DDD Liaison will attend LICWAC meetings for tribal members that are clients of DDD as they aware and/or invited.
<p><i>Establish and maintain a working relationship between region and Native American people:</i></p> <ul style="list-style-type: none"> Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce. 	<ul style="list-style-type: none"> Provide Region 6 Tribes with job/recruitment announcements for employment with DSHS. 	<ul style="list-style-type: none"> Increase opportunity for Tribal members to apply for DSHS positions. Increased diversity of DSHS workforce. 	<ul style="list-style-type: none"> DDD QA Mgr. to forward electronic job/recruitment announcements. 	<ul style="list-style-type: none"> In January 2009 DDD QA Mgr. subscribed to DSHS LISTSERV to receive DSHS job/recruitment announces and forwards via e-mail the announcements to the Region 6 IPSS contacts to forward as they feel appropriate.
<p><i>Continue to share pertinent information about DDD services to tribal members:</i></p> <ul style="list-style-type: none"> Continue to share pertinent information about DDD services to tribal members 	<ul style="list-style-type: none"> Provide information/mailings regarding developmental disabilities issues 	<ul style="list-style-type: none"> Increase opportunities for Tribal members to receive information about developmental disabilities issues 	<ul style="list-style-type: none"> DDD QA Manager to disseminate information the months of January, May, August, and December 	<ul style="list-style-type: none"> On a quarterly basis DDD information will be provided to Region 6 Tribes and Region 6 IPSS contacts (Trudy Marcellay and Garnet Charles). Additionally, DDD QA Mgr. will provide Region 6 Tribes that have newsletters with quarterly updates of DDD services and information.

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<ul style="list-style-type: none"> Disseminate updated information regarding DDD programs and services to Region 6 Tribes 	<ul style="list-style-type: none"> On a quarterly basis DDD information will be provided to Region 6 Tribes and Region 6 IPSS contacts (Trudy Marcellay and Garnet Charles). 	<ul style="list-style-type: none"> Improved access and quality of service to Tribal members and increased communication. 		<ul style="list-style-type: none"> Additionally, many DDD Tribal liaisons had contact with Tribes and provided information regarding eligibility, services and discussed ways to better coordinate services for mutual clients. (See 7.01 Plan for 7-1-07 to 6-30-08) See attachment of identified Tribes in Region 6.

<u>Tribe</u>	<u>Region Six Tribal Liaisons</u>
<i>Chehalis</i>	<i>Jerry Mullin 360-807-7003</i>
<i>Cowlitz</i>	<i>Jim Tucker 360-501-2492</i>
<i>Hoh</i>	<i>Debra Terry 360-565-2702</i>
<i>Jamestown Band of S’Klallam Indians</i>	<i>Tobias Clawson 360-379-4322</i>
<i>Lower Elwha</i>	<i>Debra Terry 360-565-2702</i>
<i>Makah</i>	<i>Debra Terry 360-565-2702</i>
<i>Nisqually</i>	<i>Lonnie Keesee 360-725-4303</i>
<i>Quileute</i>	<i>Debra Terry 360-565-2702</i>
<i>Quinault</i>	<i>Dee Nelson 360-537-4357</i>
<i>Shoalwater Bay</i>	<i>Greta McDougall 360-875-4244</i>
<i>Skokomish</i>	<i>Dawn James 360-432-2039</i>
<i>Squaxin Island</i>	<i>Dawn James 360-432-2039</i>
<i>QUALITY ASSURANCE MANAGER</i>	<i>Anna Facio 360-725-4307</i>